

SITE PLAN APPLICATION

Evansville, Wisconsin

Version: December 2017

General instructions. Complete this application as it applies to your project and submit 12 copies to the City Clerk along with the required application fee. Before you formally submit your application and fee, you may submit one copy to the Community Development Director, who will ensure it is complete. If you have any questions, contact the Community Development Director at 608.882.2263 or colette.spranger@ci.evansville.wi.gov. You may download this file off of the City's website at: www.ci.evansville.wi.gov.

- Office Use Only -

Initial application fee	\$300
Receipt number	
Date of pre-application meeting	
Date of determination of completeness	
Name of zoning administrator	
Date of Plan Commission review	
Application number	

1. Applicant information

Applicant name CHS Oilseed Processing LLC

Street address 5500 Cenex Drive

City Inver Grove Heights

State and zip code Minnesota 55077

Daytime telephone number 507-327-3097

Fax number, if any _____

E-mail, if any Jim.Graham@chsinc.com

2. Agent contact information.

Include the names of agents, if any, that helped prepare this application including the supplemental information. Agents may include surveyors, engineers, landscape architects, architects, planners, and attorneys.

	Agent 1	Agent 2	Agent 3
Name	Jim Hetland	Bryan Remer	Mark Fabel
Company	KFI Engineers	Short Elliot Hendrickson, Inc	McGough
Street address	670 County Rd B West	2351 Connecticut Ave, Suite 300	2737 Fairview Ave N
City	St Paul	Sartell	St Paul
State and zip code	Minnesota 55113	Minnesota 56377	Minnesota 55113
Daytime telephone number	651-771-0880	320-229-4340	651-248-3024
Fax number, if any			
E-mail, if any	jphetland@kfi-eng.com	bremer@sehinc.com	mfabel@mggough.com

3. Subject property information

Street address	SEE ANNEXATION EXHIBIT		
Parcel number	6 – 27 – SEE EXHIBIT	Note: the parcel number can be found on the tax bill for the property or may be obtained from the City.	
Current zoning classification(s)	<div style="display: flex; justify-content: space-between;"> A Note: The zoning districts are listed below. </div> <div style="margin-top: 10px;"> Agricultural District A Residential Districts RR LL-R12 LL-R15 R-1 R-2 R-3 Business Districts B-1 B-2 B-3 B-4 B-5 Planned Office District O-1 Industrial Districts I-1 I-2 I-3 </div>		
Describe the current use	Mixed Agricultural (1 home)		

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4. Project Information

Total lot area	a.	<u>SEE EXHIBIT</u>	sq. ft.
Floor area	b.	<u>SEE EXHIBIT</u>	sq. ft.
Floor area ratio	(b / a)	<u>SEE EXHIBIT</u>	
Total impervious surface area	c.	<u>SEE EXHIBIT</u>	sq. ft.
Parking lot area		<u>SEE EXHIBIT</u>	sq. ft.
Impervious surface ratio	(c / a)	<u>SEE EXHIBIT</u>	
Landscaped area	d.	<u>SEE EXHIBIT</u>	sq. ft.
Landscape surface area ratio	(d / a)	<u>SEE EXHIBIT</u>	
Number of dwelling units	e.	<u>0</u>	
Site density	(e / a)	<u>0</u>	dwelling units per acre
Estimated number of employees		<u>91 Total (65 Day Shift)</u>	
Estimated number of daily customers		<u>500 per 24 hour day</u>	
Estimated number of residents		<u>0</u>	
Peak hour traffic loads		<u>65</u>	

5. Describe the proposed use.

CHS proposes construction of a greenfield Oilseed Processing site, comprised of a soybean processing and Food Grade vegetable oil facility. The facility will create direct connections to CHS core businesses, helping meet market demand for Food Grade soybean oil and renewable diesel (RD) feedstock, as well as providing the region with soybean meal as a feedstock for the livestock industry.

6. Operating conditions. For non-residential uses, describe anticipated operating conditions (hours of operation, conditions that may affect surrounding properties, etc.)

Plant is staffed and operates 24/7, with highest vehicle traffic occurring on weekdays during early morning to early evening hours. Union Pacific rail service to plant expected to be once per day. Normal day time staffing is 50-65 workers, with evenings and weekends approximately 16 workers.

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- 7. Potential nuisances.** Describe any potential nuisances relating to street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials.

Potential nuisances include: increased vehicle traffic, regulated particulate emissions, hexane storage. Minimally increased ambient noise level. Project intends to purchase enough land to reduce impacts at property lines. See site plan exhibit for expected plant light levels.

- 8. Potential expansion.** If expansion of the building can be reasonably anticipated, describe the expansion.

Various buildings and areas of the facility will be designed to account for future production capacity. The attached exhibits show the full facility build-out.

- 9. Other information.** Provide any other information relating to the intended project and its relation to nearby properties.

The facility will be designed to relevant NFPA, IBC, EPA, DNR, and other state regulations and standards. Controls will be included to mitigate risks. See attached exhibit for design standards and codes. CHS owns and operates several similar facilities, and has a history and knowledge of the requirements to run a successful and safe facility.

- 10. Plans and drawings.** Attach one copy of the following drawings and plans (11" x 17") to each application. In addition, provide 3 copies of each (24" x 36").

		Attached?	
		Yes	No
Site plan	See the check list at the end of this application for those elements that should be shown.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Landscaping plan	It should be at the same scale as the main plan, show the location of all required buffer and landscaping areas, and existing and proposed landscaping, fences, and berms. SEE ATTACHED SURFACING PLAN	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Grading and erosion control plan	It should be at the same scale as the main plan, show existing and proposed grades, retention walls and related structures, and erosion control measures as may be needed to comply with City requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Elevation drawing of new or remodeled building (s)	The drawings should show exterior treatments, materials, texture, color, and overall appearance. Perspective renderings of the proposed project and/or photos of similar structures may be submitted but not in lieu of adequate drawings showing the intended appearance of the building(s). SEE ATTACHED CONCEPTUAL RENDERINGS	<input checked="" type="checkbox"/>	<input type="checkbox"/>

- 11. Location map.** Attach a map (8 ½" x 11") that shows the subject property and all parcels lying within 250 feet of the subject property. This map shall be reproducible with a photocopier, at a scale which is not less than one inch equals 600 feet. It shall include a graphic scale and a north arrow.

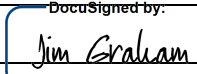
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12. Applicant certification

- ◆ I certify that the application is true as of the date it was submitted to the City for review.
- ◆ I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the Municipal Code.

DocuSigned by:  Applicant Signature	7/5/2023 Date
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Governing Regulations

The procedures and standards governing this application process are found in Chapter 130, Article 2, Division 8, of the Municipal Code.

Site Plan Checklist		Complete ?	
		Yes	No
a.	Title block with name, address, and phone and fax numbers of the current property owner and/or agents (developer, architect, engineer, planner) for the project SEE ATTACHED PROJECT INFORMATION SHEET	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b.	Date of the original plan and the latest date of revision	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c.	North arrow and graphic scale (not smaller than one inch equals 100 feet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d.	Parcel number of the subject property SEE ATTACHED LAND MAP	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e.	Property lines and existing and proposed right-of-way lines, with bearings and distances clearly labeled SEE ATTACHED SURVEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f.	Existing and proposed easement lines and dimensions with a key on the margin describing ownership and purpose SEE ATTACHED SURVEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g.	Required building setback lines	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h.	Existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i.	The location and dimension (cross section and entry throat) of all access points onto public streets	<input checked="" type="checkbox"/>	<input type="checkbox"/>
j.	The location and dimensions of on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by this chapter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
k.	The location and dimension of all loading and service areas of the subject property N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>
l.	The location of all outdoor storage areas and the design of all screening devices N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>
m.	The location, type, height, size, and lighting of all signage (existing and proposed) DETAILS UNDETERMINED AT THIS TIME	<input checked="" type="checkbox"/>	<input type="checkbox"/>
n.	The location, type, height, design/type, illumination power and orientation of all exterior lighting on the subject property, including clear demonstration of compliance with lighting requirements of the zoning code DETAILS UNDETERMINED AT THIS TIME	<input checked="" type="checkbox"/>	<input type="checkbox"/>
o.	The location and type of any permanently protected green space areas N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>
p.	The location of existing and proposed drainage facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>
q.	In the legend, data for the subject property as follows:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.	Lot area (square feet or acres)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Floor area (square feet) BY BUILDING	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Floor area ratio	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Impervious surface area (square feet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.	Impervious surface ratio	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	Building height (feet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

FACT SHEET

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What is meant by site plan review?

Site plan review is a thorough review of a development proposal's site, building, and operational plans. This review includes, but is not limited to: the physical property, location, lighting plans, landscaping, grading and erosion control, exterior building materials, future expansion, elevations of the proposed building(s), proposed land use, proposed activity, operational considerations relating to hours and traffic generation, and operational considerations relating to potential nuisance creation.

What is the purpose of site plan review?

Site plan review is required to ensure attractive, efficient, and appropriate development of land in the community, exterior architectural design, construction materials, signage, color, and building form, and to ensure that every reasonable step has been taken to avoid depreciating effects on surrounding property and the natural environment.

What projects require site plan review?

The initiation of all development activity (except residential renovations and additions), including building permits, occupancy permits for a change of use of an existing lot or structure where there is contemplated a site plan revision, clear cutting, grading or filling. Development activity associated with an approved final plat of subdivision or certified survey map for single family and/or duplex dwelling units are exempt from site plan review.

What information is required to apply for site plan review?

The applicant must provide a written description of the intended use describing in detail, such items as: zoning district, natural resources worksheet, current and proposed land uses, number of residents/employees/customers, lot and dwelling size, drawing of property and building, detailed landscaping plan, grading and erosion control plan, elevation drawings, and operational considerations.

What is the process?

The applicant is encouraged to meet with the City Community Development Director to discuss any questions prior to the submission of a site plan. After the application is submitted, it will be reviewed by City staff, who will review it for completeness and evaluate whether the use is in harmony with the goals of the City's Comprehensive Plan. The Plan Commission will review the site plan, and may approve the plan, approve with additional measures or modifications, or may withhold approval of the site plan until revisions are made. Final approval of a site plan will occur at a Plan Commission meeting.

There is a fee of \$300, plus reimbursement of municipal consulting costs for site plan review.

Note: This fact sheet is prepared to facilitate an understanding about site plan review. Applicants should refer to City Ordinance for further explanation and requirements regarding site plan review and approval. Please contact the Community Development Director at 608.882.2263 or collette.spranger@ci.evansville.wi.gov if you have any questions.

Certificate Of Completion

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Document Pages: 5

Signatures: 1

Envelope Originator:

Certificate Pages: 5

Initials: 0

Mark Fabel

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2737 Fairview Ave N

Envelope Stamping: Enabled

St Paul, MN 55113-1307

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Jim Graham

jim.graham@chsinc.com

Facility Manager

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Mark Fabel

mfabel@mcgough.com

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: helpdesk@mcgough.com

To advise McGough Construction of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at helpdesk@mcgough.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to helpdesk@mcgough.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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- Until or unless you notify McGough Construction as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by McGough Construction during the course of your relationship with McGough Construction.